



COMMONWEALTH OF KENTUCKY
PERSONNEL CABINET
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Carol M. Palmore
Acting Secretary

Paul E. Patton
Governor

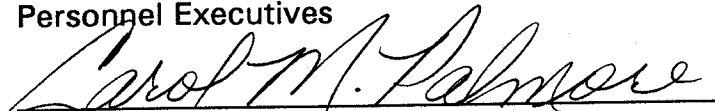
April 28, 1998

MEMORANDUM

PERSONNEL MEMO 98 - 3

TO: Cabinet Secretaries
Agency Heads
Personnel Executives

FROM:


Carol M. Palmore, Acting Secretary

SUBJECT: Initial Probationary Periods

The Personnel Cabinet is in the process of requesting that the Personnel Board amend administrative regulation 101 KAR 1:325 to extend the standard initial probationary period for certain classes from six (6) months to twelve (12) months. The Personnel Board has requested that all agencies review the classes that they use to determine if there is a need to extend the probationary period. As you know, the process of amending an administrative regulation is both complex and lengthy. Therefore, the Board would prefer to submit all classes that are to be changed at the same time.

Please submit any requests for extension of the initial probationary period to my office no later than May 15, 1998. Your request must include a detailed rationale for the change. In compliance with the request of the Personnel Board, the Personnel Cabinet will not recommend additional classes for changes for one year after May 15, 1998.

CMP:lw